

CASCADE COMMUNITY CHURCH
Children's Pastor/ Director
Job Description

Primary Function: The primary role of this position is to create and implement a clear vision for Cascade Children's Ministry. This person will develop and foster an environment that encourages spiritual growth with the children while maintaining their safety. This person will have leadership responsibility over the Early Childhood Ministry (Birth-Preschool) and the Elementary Ministry (Kindergarten-5th Grade).

This position will be part of the Pastor & Director Team and will serve as a team member for implementing the vision and mission of Cascade Community Church.

Qualifications:

- A. Bachelor's Degree with a focus in Education and Biblical Studies or similar field preferred
- B. 3+ years experience in a pastor/director and/or shepherding role including; coaching, mentoring and counseling volunteers or church members
- C. Mature Christian who meets biblical qualifications for leadership (I Tim 3:1-13)
- D. Effective communication skills (oral and written)
- E. Ability to teach God's word to large and small groups
- F. Possess strong interpersonal relationship skills
- G. Demonstrated ability to work as a team member with pastors, directors, staff, and volunteers
- H. Demonstrated ability to recruit, supervise, train, and evaluate volunteers, including students and interns
- I. Endorse and support the leadership and vision of CCC
- J. Working knowledge of Chromebook/PC/Mac

Responsibilities:

- A. Position Responsibilities Common to all Pastors
 - 1. Engage in an ongoing pursuit of a deeper spiritual maturity:
 - a) Knowing who God is
 - b) Knowing and Understanding who you are
 - c) Integrating the knowledge of God and self into one's life
 - 2. Submit to and engage in supporting the Vision, Mission and values of CCC as well as adhere to the stated policies and procedures
 - 3. Act diligently to implement the value of replication in all ministry endeavors by developing others through mentorship programs, intern programs and leader development activities
 - 4. Work collaboratively and holistically with the other ministries of CCC to accomplish the Vision and Mission of CCC

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- a) Guide and administer assigned ministries
- b) Identify, train and lead volunteers in accomplishing the goals of the assigned ministries.
5. Effectively communicate, orally and in writing, to various audiences about the goals of the ministries
6. Provide to requesting individuals general Biblical counseling within the guidelines established by CCC
7. Administer area/ministry budget within the parameters and allocation established by CCC
8. Prepare a yearly calendar of ministry activities and events

B. Responsibilities Specific to Children's Ministry

1. Create and implement a clear vision for Cascade Children's Ministry
2. Recruit, train and supervise all ministry volunteers and leaders
3. Supervise ministry events and Sunday morning programming
4. Ensure a safe, secure and healthy environment for children's ministry
5. Develop or obtain age appropriate material that facilitates the spiritual growth of children

ESSENTIAL FUNCTIONS:

This position requires conducting job responsibilities on Sundays, some evenings, and special events as scheduled. The position requires oral and written communication skills. The position is expected to respond to crises events 24/7.

EMPLOYMENT CONDITIONS:

- Reports To: Associate Pastor
- This position is a full-time salaried position. Salary and benefits as determined by the current salary schedule of Cascade Community Church. The position is governed by the policies and procedures set forth in the Employee Handbook for Cascade Community Church. Performance on this job will be evaluated in accordance with Church policies.

Reviewed by _____ Date _____

Employee Acknowledgement of review and receipt of Job Description:

_____ Date: _____